

2008
SOUTH CAROLINA DIESEL EMISSIONS
REDUCTION ACT GRANTS

APPLICATION PACKAGE

SOUTH CAROLINA DEPARTMENT OF
HEALTH AND ENVIRONMENTAL CONTROL

BUREAU OF AIR QUALITY

INTRODUCTION

This Application Package outlines the process of applying for funding to implement diesel emissions reduction projects in South Carolina. This package contains information on the background of the program, as well as information about the application procedures and a timeline of the process in awarding diesel emissions reduction grants. Selection criteria and project requirements are also included in this package.

BACKGROUND

The Energy Policy Act (EPA) of 2005 (H.R. 6) incorporates plans to achieve significant reductions in diesel emissions. Section 793 of the EPA Act authorizes the U.S. Environmental Protection Agency (EPA) to support grant and loan programs administered by the states to achieve reductions in diesel emissions. This program is called the State Clean Diesel Grant Program. In 2008, Congress appropriated \$49.2 million under EPA Act and per statutory requirements; thirty percent (approximately \$14.8 million) is available through the State Clean Diesel Grant Program.

Reducing diesel emissions is currently one of the most important air quality challenges in South Carolina. Although more stringent emission standards are taking effect for new heavy-duty on road and non-road engines, the diesel engines currently in use will continue to emit large amounts of nitrogen oxides and particulate matter for years to come. These pollutants affect many areas in our state and our ability to comply with National Ambient Air Quality Standards, especially with ozone and PM 2.5, but most importantly they contribute to public health problems.

REQUEST FOR PROPOSALS

The S.C. Department of Health and Environmental Control (Department) invites universities, private organizations, businesses, and any county, city, or other local government in South Carolina to submit applications for the South Carolina Diesel Emission Reduction Grant Program. The total funding available for this grant program is up to \$246,327. The goal of this funding opportunity is to implement cost-effective and innovative projects to reduce diesel emissions in our state.

Entities should submit applications by 5:00 p.m. January 9, 2009. Please contact Brian Barnes (803) 898-7099 or Adam Page (803) 898-1423 if you need assistance.

APPLICATION REQUIREMENTS AND EVALUATING CRITERIA

These requirements must be met by all applicants:

- Funds are to be used only for projects that reduce diesel emissions through EPA certified or California Air Resources Board (CARB) verified technology. Projects using equipment on EPA's emerging technology list can also be considered for these grants.
- Applicants must provide a detailed description of the proposed project along with a detailed budget including the total amount of funds requested. Also, any matching funds, whether from an outside source or in-kind funds, must be included if applicable.
- The application may not exceed ten pages in length, not including any letters of support.
- The complete application should be submitted by the January 9, 2009, deadline.
- Projects are to be completed within one year of receiving the award. Entity will be reimbursed for a qualifying purchase after verification by the department.
- Recipients may not seek reimbursement for funds expended prior to grant award date.
- Awardees must submit quarterly progress reports as requested by the Department on the activities funded by the grant. These will include information such as hours of operation, fuel usage reduction, and status of the project.

Review and Award Process: Awards will be made on a competitive basis. Only complete applications submitted by the submission deadline will be considered. A review committee consisting of Department staff will review proposals. The committee will assign points to each proposal based on the criteria below. Proposals will then be ranked and funding recommendations made according to ranking.

Evaluating Criteria:

1. Level of matching funds, including in-kind contributions, provided to assist in the overall cost of the project. (Point Value: 0-20)
2. Expected benefits from a proposed project, including emission reductions. (Point Value: 0-20)
3. The degree of sustainability and the permanence of a project. (Point Value: 0-10)
4. The level of innovation and strategy in the planned project. (Point Value: 0-10)
5. The cost-effectiveness (reducing the most emissions for the least amount of money) of the project. (Point Value: 0-15)
6. The location of the planned project. Priority will be give to projects in areas where criteria pollutants are above or near federal air standards. (Point Value: 0-15)
7. Projects that include an engine configuration or technology that has a long expected useful life. (Point Value: 0-5)
8. Conservation of diesel fuel and utilization of ultra low sulfur diesel fuel (ULSD) ahead of EPA's mandate, in 2012, for off-road projects. (Point Value: 0-5)

ELIGIBLE PROJECTS INCLUDE:

- Verified and/or certified retrofit technologies and engines by EPA or CARB. See www.epa.gov/cleandiesel (select *Verified Technology List*).
- Emerging technologies by USEPA. See www.epa.gov/cleandiesel (select *Emerging Technology List*).
- Engine Repowers, Engine Rebuilds, or Engine Replacements (engine sent to be remanufactured or scrapped).
- EPA-verified Idle Reduction technologies (e.g. Auxiliary Power Units, Truck-Stop Electrification).
- Cleaner fuels (Please note refueling infrastructure is not eligible for funding).

Eligible Fleets and Equipment Include:

- Buses, medium-duty or heavy-duty trucks, marine engines, locomotive, or any non-road engine or vehicle used in construction, handling of cargo, agriculture, mining, or energy production (e.g. generator sets).

*Cannot fund the cost of emissions reductions mandated under Federal, State, or Local law.

APPLICATION FORMAT

1. Application Cover Sheet.
2. Requested detailed budget of proposed funding, including any matching and in-kind funds.
3. Project description including the particular type of fleets and sector (buses, medium-duty or heavy-duty trucks, marine engines, locomotive, or any non-road engine or vehicle used in construction, handling of cargo, agriculture, mining, or energy production). Also the technology being used (i.e. certified engine configurations, verified technologies, or emerging technologies). Describe how this project meet the overall goal of reducing diesel emissions and by what means.
4. Include a description of how progress will be measured and tracked.
5. Results and effects that will occur from the project related to the programmatic goal of reducing diesel emissions. These benefits may be environmental, behavioral, or health-related. (The Diesel Emissions Quantifier Tool can be used to calculate emission reductions. It can be found at <http://cfpub.epa.gov/quantifier/view/index.cfm>
6. Describe how the proposal addresses each of the evaluating criteria.
7. A schedule for length of the project, with the length of time to complete each task or phase.
8. Letter of support/commitment from matching partners or in-kind funds (if applicable).

SUBMITTAL INSTRUCTIONS

- Proposals may be submitted electronically, mailed **or** hand delivered.
- One electronic copy or three hard copies (two-sided preferred) must be received by the Department's Air Planning and Assessment Section no later than **5 p.m. January 9, 2009.**
- Postmark dates will not be taken into consideration.
- Proposals received after the deadline will not be considered.
- Incomplete proposals will not be considered. All application requirements must be met.

Option #1 - Electronic submittals **should be e-mailed to** pageac@dhec.sc.gov

Option #2 - Hard copies should be **mailed or hand delivered to:**

Adam Page
SCDHEC - BAQ
Air Assessment and Planning Section
2600 Bull St.
Columbia, SC 29201

Contact: Brian Barnes at 803-898-7099 or Adam Page at 803-898-1423

PROGRAM TIMELINE

Month/Year	Task
January 9, 2009	Project submittal deadline
January 2009	Complete selection of projects by review committee
February 2009	Announcement of awards
May 2009	1 st quarterly report due from sub-grantees

PROJECT ADMINISTRATION

- If your project is selected for funding, the following applies:
- If your project is partially funded, you will be required to submit a revised application.
- You will need to provide a Federal Tax Identification Number.
- Only work completed during the contract period may be reimbursed.
- Reimbursement is by invoice only.
- Invoices may require up to 45 days for payment.
- All projects must be completed prior to the end date of this award or by the end date of the award (09/30/2010).
- The Final report and Final Invoice must be received by the BAQ no later than 09/30/2010.
- 10% of the total allowable funding for the contract will be held by the Department until the final report is received.
- Any funds left in the program after the completion of these requirements, including the 10% if no final report is received, will be used at the discretion of the Department of Health and Environmental Control to fund additional diesel emissions reduction projects.
- Quarterly reports will have to be completed by the sub-grantee.
- All sub-grantees will have to comply with all federal conditions listed in the award document from EPA and: Regulatory Authority 40 CFR PTS 31 & 35 SUBPT A



Diesel Emission Reduction Grant Application Cover Sheet

Project Title: _____

Project Manager: _____

Organization/Business Name: _____

Government Non-Profit University/College For-Profit Other

Mailing Address: _____

City: _____ County: _____ Zip: _____

Telephone: _____ Fax: _____

E-Mail: _____

Alternative Contact Telephone: _____ Alternative Contact E-Mail: _____

Amount Requested: _____

Amount of Matching Funds: Capital \$ _____ In-kind _____

Project Summary: _____

Date: _____

Signature of Authorized Representation (Signature certifies authority to represent this organization in this application. Unsigned applications will not be accepted.)

Please attach this page to the front of your proposal. Thank you.

**Instructions for Completing SC Diesel Emission Reduction Grants
DHEC 2067**

Title of Form: SC Diesel Emission Reduction Grants

Purpose of the form: The purpose of this form is to help administer the State Clean Diesel Grant Program for the State of South Carolina, which has been allocated funds to reduce diesel emissions for the improvement of air quality.

Who will complete the form: The organization/business who wishes to submit a proposal for a project to the SC Department of Health and Environmental Control.

Item-by-item instructions for completing the form:

Project Title – Name that the project will be called.

Project Manager – Name of the person who is the primary contact and developer of the proposal.

Organization/Business name – Name of the entity that is submitting a proposal.

Then please check which box best describes your organization/business.

Mailing Address – Address of Organization/Business submitting a proposal including the City, County, and Zip

Telephone, Fax, and Email – Project manager's telephone number, fax number, and email.

Alternate Contact Person – Name of an alternate contact for the project.

Alternate Contact Telephone – Phone number of alternate contact person.

Alternate Contact Email – Email of alternate contact person.

Amount Requested – Amount of money requested by entity to complete the proposed project, not including matching funds.

Amount of Matching Funds – Capital funds is money that will be directly used to assist in paying for a project. In-kind funds can be services performed or other contributions that assist in the implementation of a project, not just the direct expenditure of funds.

Project Summary – Please provide a short description of the proposed project, including what emission reduction strategies involved and any partners included.

Signature of Authorized Representative – Must be signed by someone who has the authority to represent this organization and dated.

Office mechanics and filing: The completed forms will be filed in the SC DHEC Bureau of Air Quality. Records will be kept by DHEC three years after the final closeout notification has been given. If any copies are made they will be filed by the Bureau of Air Quality.